

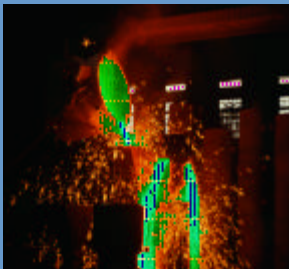
Contents of Application Package

The NSSB Certification Recognition Application Package provides guidance on successfully completing NSSB Certification Recognition process. The package includes the following:

1. **Self-Evaluation:** This short tool is designed to help you decide whether you are ready to apply for NSSB Certification Recognition. By completing a few questions, you will be able to see if you have the required documentation, if additional steps need to be taken before applying, or if you need additional information before making your decision.
2. **Letter of Intent:** For your convenience, we have included a draft *Letter of Intent* to begin the recognition process. If your certification falls within the scope of a Voluntary Partnership, a letter of support for your application from the applicable Voluntary Partnership should accompany your *Letter of Intent* to the NSSB.
3. **NSSB Certification Recognition Criteria:** In addition to the actual criteria, we have included a detailed rationale. The criteria will be used as the cornerstone for the evaluation of your application.
4. **Voluntary Partnership Information:** Descriptions of each of the Voluntary Partnerships (VP) are provided in this package. If your certification is covered under of the scope of a VP it is very important to coordinate your efforts with that group.
5. **NSSB System Alignment Guidance:** NSSB System Alignment Guidance describes the NSSB system framework and details areas where alignment must be documented. If your certification falls within the scope of a VP, you are **strongly encouraged** to work with them to document alignment.
6. **NSSB Certification Recognition Application:** The application contains the standardized format and required documentation that must be completed for NSSB Certification Recognition. To assist you in your efforts, electronic versions of the application forms are available upon your request.

If you need additional information or guidance, please do not hesitate to contact Bridget Brown, NSSB Director of Program Development, at 202/254-8628 or brown-bridget@nssb.org.

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